



Treasury Information Processing Support Services (TIPSS-2)

Working with Contractors

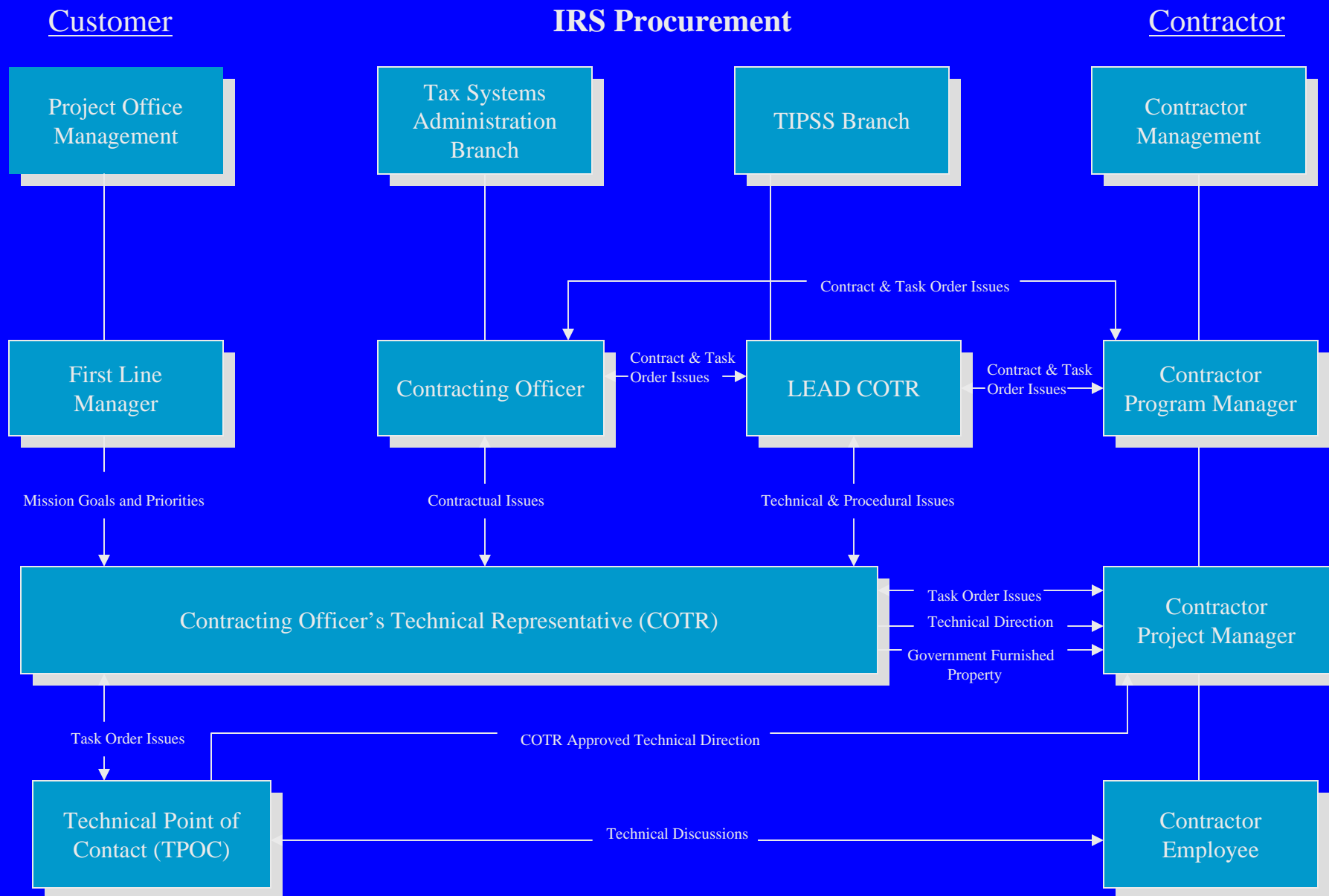
Forum for Managers of COTRs

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Department of the Treasury, Internal Revenue Service
Office of Procurement

TIPSS KEY COMMUNICATION LINKS





Working with Contractors

Communication Guidelines

Only the COTR can give technical direction to the contractor - other Government personnel who direct contractor work in any way risk the appearance of a personal services contract and/or ratifications

- All requests for changes and modifications to the contract must go through the COTR
- Formal meetings with the contractor should be held with the COTR
- Managers have the option of becoming COTR-certified and then acting as a backup/alternate on a given task
- Ensure that your COTR is technically qualified - use a TPOC if necessary